

## Spring Clean-up 'To-Do' list, Saturday, May 20, 2017, 10:00am to 2pm

Please print your name next to the task and cross off when complete - Thanks!

### Volunteer Annual Projects - Inside

	Test Fire Alarms
	Test Emergency Lights
	Check Exit Signs for Lights Bulbs
	Check All Ceiling Lights
	Check Fire Extinguishers for Current Date
	Clean/Replace furnace filters in Day Care End
	Wash Windows
	Clean Hymnal Racks
	Clean Refrigerator Filter
	Wash kitchen cupboards and drawers
	Vacuum dust chairs in Sanctuary
	Clean filter in stove hood
	Clean windows above Narthex
	Dust/clean under/behind hallway & narthex benches
	Clean inside of crank out windows

### Special Projects - Inside

	Boot tray cleaning
	North restroom ceiling fans (both) - not working - Remove screen clean & oil
	Can lights in the Narthex and coat room - clean & dust
	Vacuum ceiling vents in daycare
	Radiator under the name rack need to be painted (off white)
	Patch and paint by Toddler Room door (off main hallway between Back Porch Room and ACCD office)
	Touch up paint around ceiling fixture by recycling shelf (by south men's bathroom)
	Touch up paint in south men's bathroom
	Clean off blob on wall to right of Music Room door (by south women's bathroom)

### Volunteer Annual Projects - Outside

	<b>Front Yard Work:</b>
NA	Weed Front Flower Garden
NA	Trim Bushes Out Front
	Edge Sidewalk
	Weed & mulch flower beds in front and by sign
	Hose Off Air Conditioner Coils (north end)

### Back Yard Work:

	Weed back garden
	Mulch front flower beds and back garden
	Check outside yard lights
	Check bell tower lights

### Special Projects - Outside

	Clean around dumpster
	Paint fence around dumpster
	Rake out the newly trimmed area along the woods
	Weed & Feed on front lawn - church side of the drive
	Trim stone path to peace pole - front yard
	Trim Trees & brush around dumpster
	Trim stone path- back yard (labyrinth)
	Help merge with Mustard weed removal
	<b>Shed Area</b>
	Sweep out & organize shed
	Prepare mower for summer (change oil, wash grease, sharpen blades)
	Sweep edges of parking lot where dirt has accumulated during winter
	Remove dirt clods from lawn, especially on large front lawn area (snow plow damage)
	Remove Old TV Antenna out-side youth room door
	Straighten handicapped parking sign posts